



Department of Employee Relations

February 16, 2007

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Troy M. Hamblin**  
Labor Negotiator

To the Honorable  
The Committee on Finance and Personnel  
Common Council  
City of Milwaukee

Dear Committee Members:

Re: Common Council File Number 061211

The following classification and pay levels were approved by the Board of Fire and Police Commissioners on February 15, 2007, for three new positions created in conjunction with the implementation of the 2007 budget:

In the Fire Department, three positions were classified as Fire Captain-Incident Safety Officer, Pay Range 857.

The job evaluation report covering the above positions, including the necessary Salary and Positions Ordinance amendments, is attached.

Sincerely,

Maria Monteagudo  
Employee Relations Director

MM:fcw

Attachments: Job Evaluation Report  
Fiscal Note

C: Mark Nicolini, Marianne Walsh, David Heard, Troy Hamblin, Joe Alvarado, Betty Schraith, Chief William Wentlandt, Assistant Fire Chief Mark Sain, Deputy Fire Chief Gary Miller, Mary McDougall and Bobbie R Weber (Local 215).

**JOB EVALUATION REPORT**

Fire & Police Commission Meeting: February 15, 2007

Department: Fire

This report recommends appropriate classifications and compensation levels for three positions in the Milwaukee Fire Department. In reviewing these positions, staff analyzed new job descriptions and held discussions with Fire Chief William Wentlandt, Deputy Fire Chief Gary Miller, and Fire Personnel Office Mary McDougall. The following chart summarizes the recommended changes.

Current	Request	Recommendation
New – 3 positions	Fire Captain-Incident Safety Officer 3 positions PR 857 (\$61,595-\$74,786)	Fire Captain-Incident Safety Officer 3 positions PR 857 (\$61,595-\$74,786)

**Action Required – Effective Pay Period 1, 2007**

In the 2007 Salary Ordinance, under Pay Range 857, add the title “Fire Captain – Incident Safety Officer.”

In the 2007 Positions Ordinance, under Fire Department, Firefighting Division Decision Unit, delete three positions of “Fire Captain-Incident Safety Office” and add three positions of “Fire Captain-Incident Safety Officer.”


<b>Current:</b>	<b>New</b>
<b>Request:</b>	<b>Fire Captain-Incident Safety Officer PR 857</b>
	<b>3 positions</b>
<b>Recommended:</b>	<b>Fire Captain-Incident Safety Officer PR 857</b>
	<b>3 positions</b>

The 2007 budget added three positions of Fire Captain to serve as Incident Safety Officers. Incident scene safety management has become one of the most significant components that support Fire Fighter safety.

These positions will perform overall risk management at fire scenes, focusing on all aspects of an incident, in order to protect the welfare of respondents. They will directly assist the Incident Commander in an emergency that requires a multi-unit response. These positions will be part of the minimum daily 24-hour shift.

These positions will also work closely with the Health & Safety Officer to develop internal safety programs, monitor injuries, and institute a measurable plan to decrease preventable injuries and Worker's Compensation claims.

The nature of work and level of responsibility of these positions are consistent with the classification of Fire Captain. We therefore recommend these new positions be classified as Fire Captain-Incident Safety Officer in Pay Range 857.

Prepared by:   
Andrea Knickerbocker, Human Resources Manager

Reviewed by:   
Maria Monteagudo, Employee Relations Director